

CHANGE OF ADDRESS FORM

FOR USAREUR SERVICED ACTIVITIES

The information below is requested to update your personnel and pay records (Leave and Earning Statement (LES) and payroll deducted bonds) with your new mailing address. **Mail or return this form to your servicing Civilian Personnel Advisory Center.**

Name (Print Full Name):

Last First MI

Social Security No. _____ - _____ - _____

_____ I request that my mailing address for my Leave and Earnings Statement (LES) be changed.

_____ I request that my mailing address for my bond(s) be changed.

I request this change to be effective on _____.

Old Address

New Address **(Must be US Mailing Address)**

1st Line: _____

1st Line: _____

2nd Line: _____

2nd Line: _____

City: _____

City: _____

State: _____ Zip Code: _____

State: _____ Zip Code: _____

SIGNATURE OF EMPLOYEE

DATE

This form is subject to the Privacy Act of 1974 (5 USC 552a). The information requested will be used to update your records with your U.S. mailing address. Furnishing all requested information will expedite the process of updating your records. The effects of not providing all or part of the requested information may delay your receipt of applicable documents.